

**TOWN OF LEESBURG**  
Town Hall  
25 West Market Street  
**AGENDA**  
Town Council Work Session  
July 13, 2015  
7:30 p.m.  
Council Chambers

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**1. Items for Discussion**

- a. School Contributions/Capital Intensity Factors *(Tab 01)*
- b. Capital Intensity Factors (Proffer Contributions & Appendix B) *(Tab 02)*
- c. Applicant-Initiated Town Plan Amendment (AIPA) - Recommendations from the Planning Commission *(Tab 03)*
- d. Downtown Parking Task Force Recommendations *(Tab 04)*

**2. Additions to Future Council Meetings *(Tab A)***

**3. Information Memorandums**

- a. Downtown Improvements – Budget Status *(Tab 05)*
- b. Battlefield Parkway and Route 15 North Bypass Traffic Counting *(Tab 06)*
- c. Skatepark Renovation Project – Development Timetable *(Tab 07)*

**4. Council Invitations**

*July 11* - Acoustics on the Green, 7 p.m., Town Green

*July 17* - Movies in the Park (Happy Feet), 8:30 p.m., Ida Lee Park

*July 18* - Acoustics on the Green, 7 p.m., Town Green

*July 25* - Acoustics on the Green, 7 p.m., Town Green

*July 26* – Bluemont Concert Series (Black Sheep Reggae, 7-9 p.m., Courthouse Lawn

*July 31* – Blue Ridge Hospice Thrift Shop Ribbon Cutting, 10 a.m., 57 Catoclin Circle, NE (former Treasure House location)

*Aug 1* – Acoustics on the Green (Don Chapman), 7 p.m., Town Green

*Aug 8* – Acoustics on the Green (Gary Smallwood), 7 p.m., Town Green

*Aug 15* – Acoustics on the Green (Bitter Liberals), 7 p.m., Town Green

*Aug 22* – Acoustics on the Green (Prescott Engle), 7 p.m., Town Green

*Aug 29* – Acoustics on the Green (Jennifer Daniels), 7 p.m., Town Green

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July 14, 2015  
7:30 p.m.  
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1. CALL TO ORDER
2. INVOCATION: Council Member Fox
3. SALUTE TO THE FLAG: Council Member Dunn
4. ROLL CALL
5. MINUTES (*Tab B*)
  - a. Work Session Minutes of June 22, 2015
  - b. Regular Session Minutes of June 23, 2015
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
  - a. Winner of the Patriot Cup
  - b. Proclamation – 25<sup>th</sup> Anniversary of Ida Lee Park Recreation Center
  - c. Environmental Advisory Commission Watershed Plans
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
  - a. Approving a Northern Virginia Transportation Authority (NVTA) Standard Agreement for the Route 15 Bypass/Edwards Ferry Road Interchange Project (*Tab 08*)

**RESOLUTION**

Approving the Standard Agreement with the Northern Virginia Transportation Authority for Fiscal Year 2016 Funding of the Route 15 Bypass at Edwards Ferry Road Interchange Project

- b. Approving a Virginia Department of Transportation (VDOT) Urban Project Construction Agreement for the Route 15 Bypass/Edwards Ferry Road Interchange Project (*Tab 09*)

**RESOLUTION**

Urban Project Construction Agreement with the Virginia Department of Transportation to Authorize that Agency to Administer the Route 15 Bypass/Edwards Ferry Interchange Project

- c. Approving an Agreement with the Virginia Department of Transportation (VDOT) for Primary Extension Paving (Tab 10)

**RESOLUTION**

Authorizing the Town Manager to Execute an Administrative Agreement with the Virginia Department of Transportation for Fiscal Year 2016 Primary Extension Paving Program Funding

- d. Awarding a Contract for Comprehensive Engineering, Architectural, Surveying and Related Services (Tab 11)

**RESOLUTION**

Awarding Continuing Services Contracts for Comprehensive Engineering, Architectural, Surveying and Related Services

- f. School Contributions/Capital Intensity Factors (Depending on Direction from Council Work Session) (Tab 12)

**RESOLUTION**

To Update the School Capital Intensity Factor (CIF) Previously Approved through Resolution 2005-111

10. PUBLIC HEARINGS

- a. Appeal of the Board of Architectural Review Decision: Demolition of Homes on Edwards Ferry Road, N.E. (Tab 13)

**MOTION**

11. RESOLUTIONS AND MOTIONS

- a. Amending Resolution 2015-001 Making Councilmanic Appointments to Add Liaisons to the Diversity Commission and Leesburg Rescue (Tab 14)

**RESOLUTION**

Making Councilmanic Appointments

12. ORDINANCES

- a. None.

13. UNFINISHED BUSINESS

- a. None.

14. NEW BUSINESS

- a. None.

15. COUNCIL COMMENTS

16. MAYOR'S COMMENTS
17. MANAGER'S COMMENTS
18. ADJOURNMENT

ASSISTED LISTENING SYSTEM

Is available at the meeting. If you require any type of reasonable accommodation, as a result of a physical, sensory, or mental disability, to participate in this meeting, please contact the Clerk of Council at 703-771-2733. Three days notice is requested. Thank you.

## **REGULARLY SCHEDULED COUNCIL MEETINGS**

Citizens are invited to attend and participate in Town Council meetings. The petitioner's portion of the meeting and scheduled public hearings offer the public two opportunities to present their views to the Council during its meeting.

### **Petitioners**

The petitioners' portion of the Council agenda is the first item taken up by the Council following proclamations and certificates of appreciation. This part of the meeting affords individuals the opportunity to address the Council on any matter not scheduled for a public hearing. Prior to the meeting, those citizens wishing to speak should sign the Clerk's Register on the podium at the front of the Chambers. The Mayor will announce the availability of the sign-up sheet at the beginning of all regular meetings. Petitioners' presentations should be limited to five minutes.

### **Public Hearings**

Certain items of Town business can only be conducted after the Town Council conducts an advertised public hearing. Certain major issues affecting the town's government can also be scheduled for public hearing at the option of the Council. Adoption of the town budget, rezonings, special exceptions and amendments to the Town's subdivision and zoning ordinances all require a public hearing.

### **Decorum**

A person addressing the Council as a petitioner, or during a public hearing, should advance to the podium when recognized by the Mayor and state his or her name and address. Persons should also indicate whether they are representing anyone other than themselves. After the presentation or comments, the Mayor or members of Council may have questions of the petitioner. Decorum will be maintained. Statements, which are demeaning or defamatory to members of the public, the staff or the Council, are inappropriate and out of order.

## **OTHER COUNCIL MEETINGS**

### **Work Sessions/Committee of the Whole**

Council may elect to place an item on the Tuesday night meeting agenda for action. Items will only be added to the agenda if agreed to by a majority of Council present.

### **Closed Sessions**

Under certain circumstances, the Virginia Freedom of Information Act permits the Town Council to meet in a session where the public is excluded. This may be a discussion of personnel matters, legal matters, the acquisition or sale of property and other selected topics. The Council can only go into closed session from a public session and the notice must cite the specific statutory authority to go into closed session and also indicate the general topic to be discussed. Only those matters in the adopted motion to go into closed session can be discussed at that time.

## **TOWN COUNCIL AGENDA MATERIALS**

Generally, all items on the regular Council agenda have been first considered at the Council Committee of the Whole. Individual council members, however, can request full Council action on an item considered, but not reported out of committee.

Materials previously distributed to the Council on Thursday are available to citizens on request from the Clerk's Office. Citizens may also provide the Clerk of Council with an e-mail address or self-addressed, stamped envelopes and Council agendas will be provided to the citizens without further charge. For more information, call the Clerk's Office at (703) 771-2733 during normal business hours or e-mail at [clerk@leesburgva.gov](mailto:clerk@leesburgva.gov).

Meeting agenda packets are available for public inspection in the lobby of Town Hall on Thursdays prior to the scheduled meeting. Council agendas can also be viewed on the town's World Wide Web site at <http://www.leesburgva.gov>.